



# International Code Council

**(Committee approved on July 22, 2020)**

## **SEVENTH COMMITTEE MEETING MINUTES**

### **OFF-SITE AND MODULAR CONSTRUCTION COMMITTEE (IS-OSMC)**

The seventh meeting of the ICC Off-Site and Modular Construction Committee (IS-OSMC) was convened on July 1, 2020 to continue the process of developing the ICC 1200 and ICC 1205 standards. The teleconference meeting was conducted via Webex.

1. Meeting Opening

- a. Opening remarks, objective of the meeting, and housekeeping:

*Director of Standards and Staff Secretariat, Karl Aittaniemi called the meeting to order at 11:02 AM Central on July 1, 2020 and welcomed all committee members, ICC staff and interested parties.*

- b. Quorum and membership review:

*Mr. Aittaniemi called the roll of the IS-OSMC with the following members registering attendance. Mr. Aittaniemi noted that 8 of 14 committee members is required for a quorum in order to conduct business which was exceeded for the meeting.*

NAME	IS-OSMC COMMITTEE MEETING			
	#4 04/27/2020	#5 05/20/2020	#6 06/10/2020	#7 07/1/2020
John Barrot [D]	X	X	X	X
Kenneth Bland [C]	X	X	X	X
Jeffrey Brown [H]	X	X	X	
Vaughan Buckley [B]	X		X	X
Jay Daniels [A]	X	X	X	X
Tom Hardiman [D] <b>VICE CHAIR</b>	X	X	X	X
Nick Mosley [A]	X	X	X	X
Kelly Kelly [H]	X	X	X	X
Ryan McIntosh [B]	X			
Chuck Michalesko [A]	X			
Jonathon Paradine [H]	X	X	X	
Dennis Pilarczyk Jr [C]	X	X	X	
Norman Wang	X	X	X	X
Ralph Tavares [D]	X	X	X	X
David Tompos Sr [C] <b>CHAIR</b>		X		
<b>TOTAL</b>	14/15	12/15	13/15	9/15

- c. The meeting agenda was approved by the committee.

d. The meeting minutes from the June 10, 2020 meeting were approved by the committee.

2. Brief recap on work groups:

*Mr. Aittaniemi presented and explained the current work groups and participants involved. Depending on the size of the work group, the frequency of the individual meetings should be scheduled in a way to maximize participation and complete action items. We continue to receive requests from individuals to be placed on the Interested Parties list. We now have over 100 individuals. IPs may request to be placed on a work group to maximize knowledge and experience in developing the standards.*

*A table that lists the committee members and interested parties that participate in the respective work groups is updated regularly and posted to the OSMC committee webpage. Each work group has a chair that speaks on behalf of the work group when updating progress to the committee. A vice chair is recommended. The chair should be a committee member, a vice chair may be an interested party. Anyone may participate on a work group. Work groups have access to the respective working documents and are able to offer comments on the text. The public will have an opportunity to comment when the standards are posted for initial public input as per ICC's ANSI Approved Consensus Procedures.*

3. Work groups update to the committee:

*Mr. Hardiman requested an update to the committee from the various work groups. The work group chairs updated the committee on progress to date.*

*Mr. Barrot and Mr. Hardiman updated the committee on the progress of the 1205 and 1200 work groups. 1205 currently has 8 chapters.*

*Mr. Aittaniemi discussed with the work group leads a time frame as to when an initial draft will be ready for posting for initial public input. It is anticipated that the work groups can prepare a document suitable for circulation among the committee members and interested parties in two weeks. The comments incorporated into the drafts is anticipated to require 4 weeks along with language formatting. After this 6 week cumulative time frame it is anticipated that the committee will be in a position to be comfortable with public posting hence a 45 day period to receive public input.*

*Mr. Aittaniemi discussed that ICC has withdrawn the ANSI PINS for the Remote Virtual Inspections (ICC 1400) standard project due to similar scope with NFPA 915.*

4. Next Meeting:

*Due to recent ICC travel restrictions, it is anticipated that future committee meetings will be conducted by remote teleconference via Webex. ICC's Annual Conference scheduled for October has been cancelled. The committee agreed to have a standing webex scheduled in three week intervals with the next meeting scheduled for July 22, 2020. A standing meeting notice was posted and disseminated to the committee and IPs. The agenda for each meeting will reflect the particular parts of the standards development the committee wishes to discuss and will be posted prior to each meeting.*

5. Other Business, Action Items & Adjournment:

*The work plan was reviewed. It was stressed that the documents would need to be ready for publishing by Sept of 2021 in order to be ready for consideration at the ICC Committee Actions Hearings.*

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*The action items from the meeting were summarized as follows:*

<i>Follow up on the committee roster with respect to Chuck Michalesko</i>	<i>Aittaniemi</i>
<i>Prompt Aittaniemi to circulate 1205 and 1200 drafts among IPs and committee members.</i>	<i>Barrot, Hardiman</i>

*With no other questions or comments before the committee Mr. Hardiman adjourned the meeting at 12:19 PM CT.*

*July 1, 2020*